

PARKS/TRAILS TECHNICIAN

DISTINGUISHING FEATURES

The fundamental reason the Parks/Trails Technician exists is to provide paraprofessional assistance related to park and trail planning, design and development in the Community Services Department. This classification is not supervisory. Work is performed under close supervision by the Parks/Trails Planner.

ESSENTIAL FUNCTIONS

Conducts on-site review and investigation of trail problems and issues and recommends solutions.

Coordinates with appropriate inspection staff to implement parks and trails stipulations generated through the development process.

Maintains trail inventory and assists in administration of trail maintenance projects.

Seeks out the assistance of other staff members on complicated issues.

Assists in the review of consultant plans and specifications, City generated planning and design documents, development proposals and other documents as they relate to park, trail and open space issues.

Prepares and reviews individual master plans for park and trail development.

May participate in meetings with outside organizations and citizen groups.

Prepares a variety of presentation graphics for public presentations, publications and plans.

Prepares landscape, irrigation, layout and preliminary grading plans.

Prepares inventory and analysis documents.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Knowledge of:

Principles of landscape architecture, design, construction and maintenance methods.

Native and cultivated plants best adapted to the Sonoran Desert region of Arizona.

General irrigation design and technology.

Principles of trail planning, design, construction, maintenance methods and user issues.

Autocad

Ability to:

Apply planning principles to work assignments and develop creative solutions to problems.

Collect and analyze data.

Communicate verbally and in writing.

Prepare landscape and irrigation designs, perspective drawings and color renderings.

Establish and maintain effective working relationships with co-workers and the general public.

Proficiently operate a personal computer, Autocad, word processing and other related software in the Windows environment.

Understand basic office practices and procedures.

Maintain regular consistent attendance and punctuality.
Follow written and verbal directions.

Education & Experience

Must have completed third year course work in a Bachelors Degree program in Landscape Architecture or a closely related field.

FLSA Status: Non-exempt

HR Ordinance Status: Part-time